

# Ordering Building Plats Online

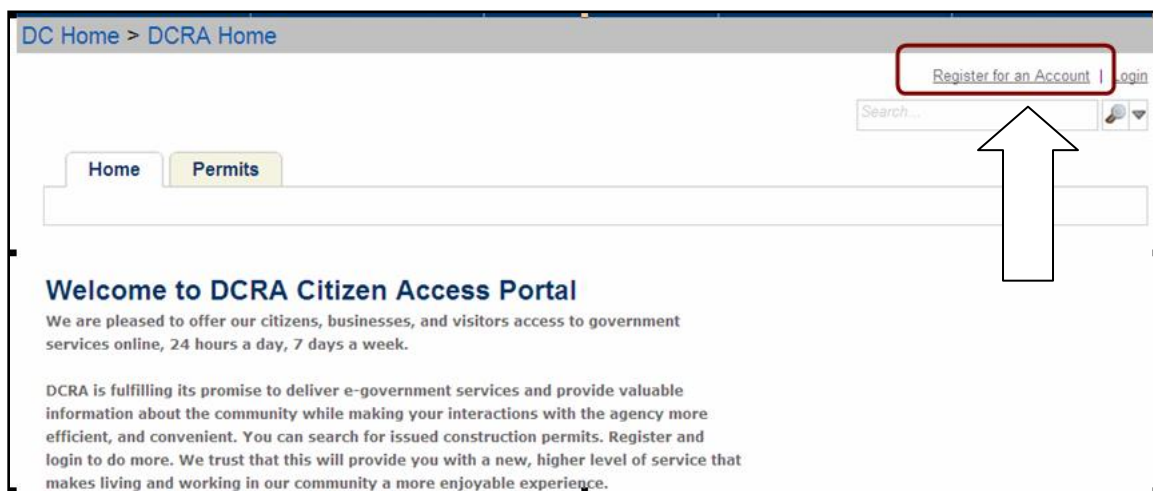
3/04/2013

**Now customers can submit their request and pay for building plats online.** DCRA has opened the process of “request a building plat” to the public through ACA (Accela Citizen Access).

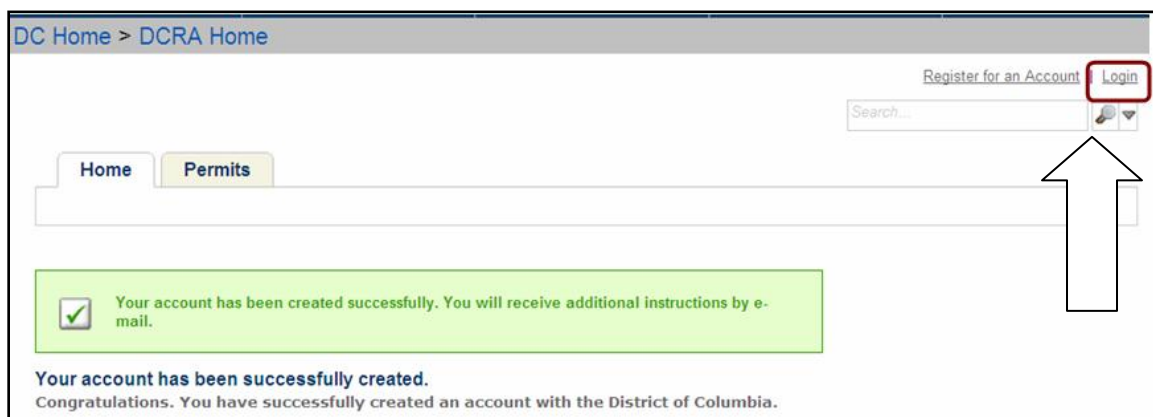
Building Plat request in ACA URL: <https://aca.dcra.dc.gov/dcracitizenaccess/>

You need to first **register for an account** with your email address. Notifications are sent to the email that you use when you register.

**Step 1:** Go to the site and register using the link shown below.



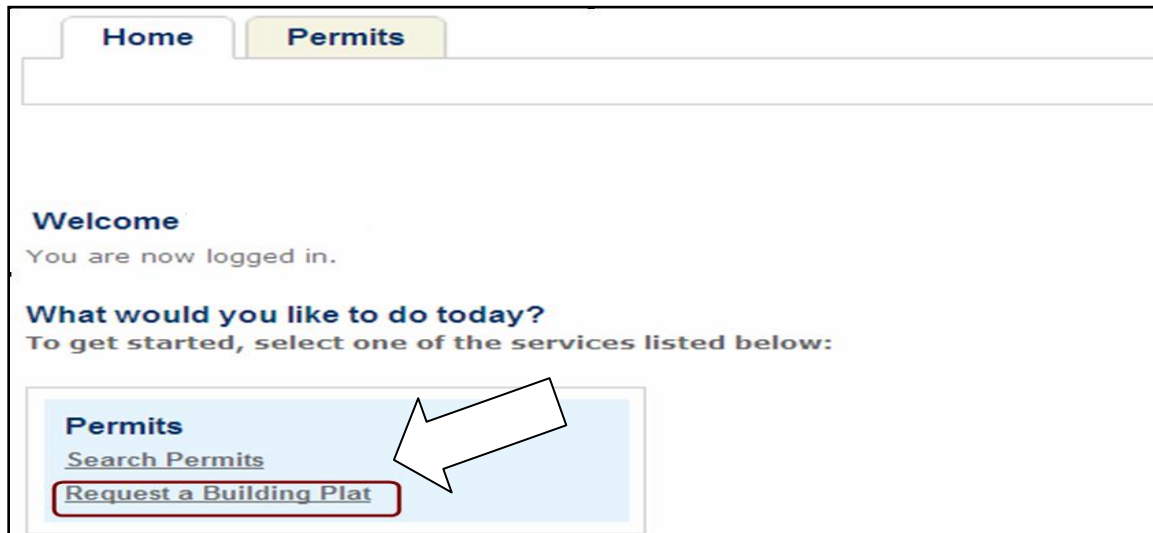
**Step 2:** Once you create your account successfully, you need to log in to start the process. Use the login link as shown below.



Office of the Surveyor  
Department of Consumer and Regulatory Affairs (DCRA)  
1100 4th St, SW  
Washington, DC 20024



**Step3:** After logging in, begin the process by clicking on **“Request a Building Plat”**.



Follow the specified steps in the application to complete your request and pay for it .  
You can use any credit card (except American Express).

If you encounter any problems please send an email to:  
[Surveyors.Office@dc.gov](mailto:Surveyors.Office@dc.gov)

Office of the Surveyor  
Department of Consumer and Regulatory Affairs (DCRA)  
1100 4th St, SW  
Washington, DC 20024

